

Serve Idaho Commission
Meeting Minutes
January 17, 2013
Owyhee Plaza Gallery Room

Attendance: Clint Blackwood, Patricia Eriksen, Henry Henscheid, Mike Jensen, Cindy Jesinger, Bill Langer, Pam McGarry, Lynn Muehlfeit, Tina Naillon, Tabatha Renz, Susan Steele, Kristen Tracy, Hunter Van Bramer

Guest and Staff: Colette Scheideler, Sue Simmons, Renee Cox, Jennifer Cox, Alexis Neufeld, Kent Griffiths, Georgia Smith

Absent: Robert Cope, Sister Janice Otis

Past President Lynn Muehlfeit passed the gavel to Incoming President Tabatha Renz

Tabatha Renz called the meeting to order at 9:07am

Review and Approval of Agenda:

Motion made by Clint Blackwood to approve the agenda for today's meeting. Lynn Muehlfeit seconded the motion. The motion passed unanimously by voice vote.

Review and Approve October 18, 2012 Commission Meeting Minutes:

Motion made by Henry Henscheid to approve the minutes seconded by Clint Blackwood. Changes to the minutes to show Robert Cope as Attendee instead of absent. Also Kent wanted to show in the minutes that Sue Simmons said the Department of Labor would help Serve Idaho if they moved out of the Department of Labor. The motion passed unanimously by voice vote

Reports:

Chairman's Report: Tabatha Renz

- Look at new ways to get commissioners to sign up for committees

- Ask all commissioners to think of what committees they would like to serve on then write name on sticky note and place on the committee they would like to serve on.

- Leave meeting feeling that they learned something new

- Invited commissioners to become active in their assignments

Kristen Tracy asks about tenure for Committees. It was decided starting today for one year. Some committees might have to be for a period of time due to events.

Pam McGarry introduced Susan Steele as the newest member to the commission, She was appointed last October and was a presenter last year at the conference.

VISTA/Senior Corps update: Colette Scheideler

- Kent Griffiths retired –April Durrant will start in April moving from Salt Lake City

- 19 vista projects-newest project in Nampa.

Learn and Serve updates: Tina Naillon

- No new update-no funding

- Asked commissioners to help share about the need for grants

- Need to get Service learning on Serve Idaho Web-site

Idaho Department of labor: Sue Simmons

- Unemployment extension will continue

Hired help out of BSU to streamline online process

Embarked on a new Labor exchange to help upload resumes and to America Job Link Alliance

Patricia Eriksen asked about PERSI and about increase in retirement in July-

Lynn Muehlfeit asked about job hunt and jobs in area, Sue said jobs outlook is improving but still an issue.

Colette Scheideler asked about notification of larger companies to Department of Labor about layoffs, they are supposed to so IDOL can come in to help workers.

IDOL put out a public service announcement trying to get word out about how they can help workers

Administration Report: Renee Cox

Drake Cooper produced PSA for Serve Idaho and America Promise-News media will run PSA for 2 quarters, will bring a good match on the budget

Two events coming up Governor's Brightest star set for November 8, 2013, and Serve Idaho Conference

Service projects this year at conference will be fewer to save money

Financial Report: Renee Cox delivered her financial report. Exact numbers are retained in her records and can be provided upon request.

Pam McGarry asked what our plan is if we don't get the grant. Renee stated that she thinks we will be fine using the 1% to do site visits. Pam still wants commissioner to do site visits. Suggested that we make a checklist to make it easier for the commissioners, we can also phone interviews, but can't pay for commissioner to do site visits. Cindy stated site visits are not hard and are a great way to understand AmeriCorps. Cindy also suggested that each commissioner do one site visit.

Colette wanted commissioners to identify Mayor's to do Proclamation on April 9th for Volunteers Service. Caldwell is doing it at city council on April 9th to meet with AmeriCorps. Pam asked what and how we should do this, Renee said she would send out information on this so we could go to our Mayor's. Cindy then suggested that we get AmeriCorps members to do flag ceremonies also at those meetings. Pam said we should wear our badges when we go so they know who we are. Should have brochure to help Mayor's understand AmeriCorps.

Program Report: Renee Cox

Peer review done for 2014-2015

Six Applications, working with grantees on some rewrites

Program Director meeting in July before July commissioner meeting.

Tabatha called for a break at 10:20am

Tabatha called meeting back to order at 10:37am.

Peer Review Report and Vote: Mike Jensen

Commissioner Training: Georgia Smith Department of labor

Jennifer showed new PSA.

Talked to commission on Marketing and Branding. Also discussed layout of information and color to get best results.

Project can be sent to Renee then she will pass them to IDOL to get brochure or flyers done.

Lunch

Tabatha talked about the MLK project-Read and Serve in Idaho. She talked about the pledge base, and had the book for us to look at and take home to read. Pam asked, what is a military Family? Tabatha stated it was all conflicts.

Special Recognition: Tabatha recognized Kent Griffiths for his service of 39 years, Colette also presented him with a plaque from VISTA for his service.

Tabatha called meeting back to order at 1:00PM

Conference Report: Jennifer Caprile

Goal to have 250 participants, so far 175 signed up without commissioners

Fisher's sponsoring the programs

February 11- Commissioner to help set up conference

Bill Basl, Director of AmeriCorps will be there.

Commissioner Training AmeriCorps: Renee Cox

Commissioner need to find groups to have AmeriCorps programs and also to find out if they can handle the grant.

Passed out a draft copy of a brochure on AmeriCorps training.

State Service Plan: Tabatha Renz

Asked us to refer to page on Governor's commission on service and volunteerism State Service Plan and to look at Goals 1, 2, 3.

Pam asked how we keep track of our goals. Tabatha asked Kristen Tracy to pass out the spreadsheet that we will be using to keep track of the goals. When we complete a goal we should contact Kristen so she can mark it on the spreadsheet. It was brought up that Sister Janice and Kent be taken off the list. A change needed to be made on Peer review training to say 2013.

Also passed out Planning Calendar so we can stay on task and know who is completing each task.

Committee Break-outs

Tabatha talked about the Marketing Committee the three main areas to focus on: monthly newsletter, work with staff on marketing, annual report.

Standing Committees:

Membership:

Chairman; Clint Blackwood, Members: Bill Langer, Hunter Van Bramer, Lynn Muehlfeit, Pam McGarry, Mike Jensen

14 members now, need to get to 15 to meet National Standards

Priority for Tribal Commissioner

Have three names to follow up on.

Program:

Chairman: Tina Naillon, Members: Pat Eriksen, Cindy Jesinger, Henry Henscheid, Susan Steele, And Kristen Tracy

Ad-hoc Committees:

Conference:

Chairman: Kristen Tracy, Members: Tina Naillon, Lynn Muehlfeit, Susan Steele, and Cindy Jesinger

Governor's Brightest Star:

Chairman: Mike Jensen, Members: Cindy Jesinger, Bill Langer, Hunter Van Bramer, And Pat Eriksen
Steve Miller a legislator will also help.

Policies and Procedures:

Chairman: Lynn Muehlfeit, Members: Susan Steele, Henry Henscheid, And Pam McGarry

First Meeting February 20th 2pm

Disaster Prep:

Chairman: open, Members: Pat Eriksen, Mike Jensen, Pam McGarry, Clint Blackwood

Peer Review Meeting Update: The Peer Review Committee consisted of 6 commissioner reviews and 1 outside reviewer. The committee granted a 2 week extension for formula grant rewrite submissions.

Committee recommends list:

LCSC (with completed grant rewrites) be the #1 choice for competitive funding.

Northwest Youth Corps be the #2 choice for competitive funding.

Veterans Serving Veterans be refunded.

IHCF, PECI and SCA be funded by formula (IHCF will have to cut back on members for all programs to stay within the \$600,000 funding limit, but they know this).

A motion was made by Henry Henscheid to approve the Peer Review Committee recommendations. Bill Langer seconded the motion, which passed unanimously by voice vote.

Governor's Brightest Star Committee Report:

The event date is scheduled for November 8, 2013.

Committee is working on save the date cards to hand out at the Serve Idaho Conference.

Nominations forms are being revamped will have them no later than March 1, 2013.

Steve Miller is the committee's new contact in the legislature. He will promote GBS at the capitol.

Committee is counting on all commissioners to promote the event.

Mike will keep the commission posted about possible and confirmed sponsors.

Other Business:

Conference:

Cindy to host welcome table

Alexis and Kristen working on passport

Tabatha to send information on Serve Idaho Apparel

Pam asked if Serve Idaho staff evaluations were done, Renee reported yes. Also Commission Chair should sit in on Renee review and her review needs to be put into file.

A motion to adjourn the meeting was called by Clint Blackwood seconded by Tina Naillon and approved unanimously by voice vote.

Tabatha adjourned the meeting at 4:35 pm